

April 3<sup>rd</sup>, 2019

Robert Delaware  
MuckRock News  
Dept MR6461  
P.O. Box 55819  
Boston, MA 02205-5819  
60930-07741460@requests.muckrock.com

Dear Mr. Delaware,

I am writing to inform you that your request, FOIA case number 57896, will be reassigned to our Tier 2 (complex) effective April 1, 2019. To give you an indication of our existing backlog for Tier 2, we are currently processing requests received in June 2013. Your request was previously assigned to our Tier 2; we are currently processing requests in this queue received in June 2013.

The change is a result of an office effort to improve efficiency and potentially decrease the amount of time your case is in our processing queues.

For your reference, requests that do not exceed 700 pages are now assigned to our first-tier processing queue. Requests for records totaling between 701 and 3000 pages are assigned to our second-tier processing queue and requests that exceed 3000 pages are assigned to our third-tier processing queue.

If you would like to narrow your request you are welcome to do so by contacting our office using the contact information below. Additionally, if you no longer wish to receive these records we ask that you indicate such in writing to our office.

If this correspondence is returned as undeliverable and no new contact information is provided within 90 business days from the date of this letter, your case will be administratively closed.

We will continue to process your case in the order that it was received. You will receive a final letter once review and processing is complete.

Our contact information is as follows:

**Special Access and FOIA**

**Room 5500**  
**National Archives and Records Administration**  
**8601 Adelphi Road**  
**College Park, MD 20740-6001**  
**Email: [specialaccess\\_foia@nara.gov](mailto:specialaccess_foia@nara.gov)**  
**Customer Service Telephone: 301-837-3190**  
**Website: [www.archives.gov/research/foia](http://www.archives.gov/research/foia)**

If you are not satisfied with our action on this request and would like the opportunity to discuss our response, you may contact our FOIA Public Liaison for assistance:

Accessioned Executive Branch Records – Washington, DC Area  
FOIA Requester Service Center: 301-837-3190  
FOIA Public Liaison: Britney Crawford (Acting)  
8601 Adelphi Road, Room 5500  
College Park, MD 20740-6001  
Telephone: 301-837-3190  
E-mail: [dc.foia.liaison@nara.gov](mailto:dc.foia.liaison@nara.gov)

Sincerely,

Jesse Padron  
Archives Technician  
Special Access and FOIA Staff